

Chevy Chase Village Board of Managers' Meeting

April 13, 2015

Note: These minutes reflect the Board's actions only, and do not include remarks made by members of the Board of Managers, Legal Counsel, Village Staff or others in attendance.

BOARD OF MANAGERS

Michael L. Denger, Chair	Present
Patricia S. Baptiste, Vice Chair	Present
Richard M. Ruda, Secretary	Present
David L. Winstead, Assistant Secretary	Present
Gary Crockett, Treasurer	Present
Robert C. Goodwin, Jr., Assistant Treasurer	Present
Elissa A. Leonard, Board Member	Present

STAFF

Shana R. Davis-Cook, Village Manager	Present
John Fitzgerald, Chief of Police	Present
Michael Younes, Director of Municipal Operations	Present
Demetri Protos, Finance Director	Present
Melissa Wiak, Community Liaison/Administrative Assistant	Present

COUNSEL

Suellen M. Ferguson, Village Counsel	Present
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Mr. Michael Denger, Chair of the Chevy Chase Village Board of Managers, called the meeting to order at 7:31 p.m.

Approval of Minutes from the Board's Regular Meeting held on March 9, 2015

Minutes of the Board's regular meeting held on March 9, 2015 were circulated to the Board prior to the meeting. Mr. Denger requested the following amendment to the draft minutes:

- Page 8, line 22: remove "concurrence of", insert "receiving comments from".

Mr. Crockett moved to approve the minutes of the Board of Managers' regular monthly meeting held on March 9, 2015, as amended. Ms. Baptiste seconded the motion. Mr. Denger, Ms. Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

Board Appointments

- **Building Facilities Commission**

Mr. Goodwin moved to appoint Jane Maruszewski (Grafton Street) as an alternate member of the Building Facilities Commission. Mr. Ruda seconded the motion. Mr. Denger, Ms. Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

Mr. Crockett moved to appoint Paloma Zuleta (Summerfield Road) as an alternate member of the Building Facilities Commission. Ms. Baptiste seconded the motion. Mr. Denger, Ms.

Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

- **Citizens Coordinating Committee on Friendship Heights**

Mr. Crockett moved to appoint Michael Marsh (Grafton Street) as the Village's representative to the Citizens Coordinating Committee on Friendship Heights. Ms. Baptiste seconded the motion. Mr. Denger, Ms. Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

Treasurer's Report

The Treasurer's Report was distributed to the Board and posted online prior to the meeting. No action was taken by the Board.

Staff Presentation and Discussion (2nd of 2): Draft Budget for the Fiscal Year Beginning July 1, 2015 (FY 2016)

The draft budget for the fiscal year beginning July 1, 2015 (FY2016) was circulated to the Board and posted online prior to the meeting. Discussion followed.

No comments were heard from the floor and no action was taken by the Board. The Board will approve the FY2016 Operating & Capital Budget at the Annual Meeting on Monday, April 20, 2015.

Matters Presented for Board Discussion and Possible Action

- Resolution No. 04-01-15: FY2015 Budget Amendment: "Rename Newlands Park Development" line item in the capital budget "Park Development Projects"; reallocate 6,000 from the operating budget line item, "Parks, Trees & Greenspace" to the capital budget line item, "Park Development Projects" to be used for the development of the Bob Elliott Memorial Garden. The resolution was circulated to the Board prior to the meeting and posted online.

Mr. Crockett moved to approve Resolution No. 04-01-15, as drafted. Mr. Goodwin seconded the motion. Mr. Denger, Ms. Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

- **Comments on the Village Hall Landscaping Plan**

A staff report and materials related to this matter were circulated to the Board prior to the meeting and posted online. Ms. Davis-Cook presented a summary of the development of a plan by Village Arborist Dr. Tolbert Feather to replace the dying landscape along the south and east sides of the Village Hall. She explained that following the Board's approval of the plan at its March 9, 2015 meeting, the plans were sent to the Parks & Greenspaces Committee for comment. The committee raised concerns that the proposed plan featured non-native plants and the committee had provided their own recommended plan for the landscaping. Discussion followed.

Ms. Baptiste moved to direct the Village Arborist and Village Manager to meet with the Parks & Greenspaces Committee to discuss the committee's concerns, and to ask the Arborist to revise his current proposed plan as he deems appropriate to incorporate plantings that would be

agreeable with and address the concerns raised by the committee, while maintaining the below stated objectives, and to present the revised plans to the Board at a future meeting for approval and implementation of the plan in autumn of 2015:

- *Cost effective plan*
- *Resilient, sustainable, easy to maintain, hearty plant species*
- *Year-round greenery as a backdrop to the Village Hall and to screen unsightly mechanical equipment and rodent bait stations that exist around the building*
- *In keeping with the original plan, present a variety of plant materials for use in the various areas under consideration*

Mr. Denger amended the motion to include the Co-Chairs of the Village's Environment & Energy Committee at the proposed meeting with the Parks & Greenspaces Committee and Village Arborist and Manager. Ms. Baptiste accepted the amendment. Mr. Crockett seconded the motion, as amended. Mr. Denger, Ms. Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

Commission/Committee Reports

Building Facilities Commission—Report on proposed changes to the requirements for classes and rentals in the Village Hall

Pamela Murphy, Chair of the Building Facilities Commission, proposed reducing the number of Chevy Chase Village participants from 50% of class attendees to one (1) resident for each adult class held in the Village Hall. Discussion followed. The Board agreed that while they supported the commission's efforts to improve class selection and participation, they felt this matter required a longer conversation.

Pending further conversation at a future meeting, Mr. Crockett moved to grant a waiver for the pending spring adult classes to allow the respective classes to proceed provided at least one (1) resident enrolls in each. Ms. Baptiste seconded the motion. Mr. Denger, Ms. Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

Community Relations Committee—Proposal for a “Little Free Library” at the Village Hall

Karen Spangler, Co-Chair of the Community Relations Committee presented the committee's proposal for a “Little Free Library” at the Village Hall. The committee's proposal was circulated to the Board and posted online prior to the meeting. If established, residents and visitors would be able to take and leave books in an outdoor case made available for free as a community book-sharing program. Discussion followed.

The Board unanimously approved the placement of a “Little Free Library” outside of the Village Hall, as well as the establishment of an interior library provided an appropriate and adequate space can be identified. Mr. Crockett volunteered to build the outdoor library case for placement on the Village Hall's main entrance porch.

Contractual Matters

Contract Authorization Requests

- **Village Hall Janitorial Contract: P&R Enterprises, Inc.**

Ms. Baptiste moved to authorize the Village Manager to enter into a contract with P&R Enterprises, Inc. for the performance of janitorial services within the Chevy Chase Village Hall and office. Mr. Crockett seconded the motion. Mr. Denger Mr. Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

- **Brookville Road Sidewalk Maintenance: Scango Consulting, LLC dba Capitol Hardscapes**

Mr. Crockett moved to authorize the Village Manager to enter into a contract with Scango Consulting, LLC dba Capitol Hardscapes for the replacement of the Brookville Road sidewalk within Chevy Chase Village. Mr. Ruda seconded the motion. Mr. Denger, Ms. Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

Police Report

The Police Report was distributed to the Board and posted online prior to the meeting. Discussion followed. No action was taken by the Board.

Manager's Report

The Manager's Report was circulated to the Board prior to the meeting. . No action was taken by the Board.

Update on Community Composting Program

Mr. Younes informed the Board that he had spoken with representatives at *The Compost Crew* who confirmed that the fully reduced pricing for composting services that has been implemented in the Town of Chevy Chase could only be offered in the Village if the Village office/staff managed the community program. Under the proposed model approved by the Board at its March 9, 2015 meeting (whereby the Village would advertise the opportunity and collect a listing of interested households that would be provided to *The Compost Crew*, with no Village subsidy or payment arrangement), *The Compost Crew* would still be able to provide a discount based upon the level of community interested, but not at the greater level of discount made available in the Town of Chevy Chase where the Town is paying for the service on behalf of its residents. The Board directed staff to prepare a mailing to Village residents for individual participation in the composting program, although the reduced rate discussed at the Board's March 9 meeting will not be available.

Adjournment

Mr. Denger moved to adjourn the meeting. Mr. Crockett seconded the motion. Mr. Denger, Ms. Baptiste, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed. The meeting adjourned at 9:01 p.m.

Secretary, Chevy Chase Village Board of Managers

Final.